MICROMEDEX® CLINICAL KNOWLEDGE SUITE

PEDIATRICS AND NEOFAX® STANDARD

USER GUIDE

JANUARY 2015

© 2015 Truven Health Analytics Inc.

This manual, as well as the data and software implementation described in it, is furnished under license and may be used or copied only in accordance with the terms of such license. The content of this manual is furnished for informational use only, is subject to change without notice, and should not be construed as a commitment on the part of Truven Health Analytics, Inc, hereafter referred to as Truven Health.

Except as permitted by such license, no part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, recording, or otherwise, without the prior written permission of Truven Health.
The data and software implementation, as with all technical and computer-aided design software, is a tool intended to be used by trained professionals only. The data and the software implementation is not a substitute for the professional judgment of trained professionals. The software implementation is intended to assist with product design and is not a substitute for independent testing of product stress, safety and utility.

Truven Health assumes no liability for any error or inaccuracies that may appear in this manual. Truven Health MAKES NO WARRANTIES WITH RESPECT TO THIS MANUAL AND DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

NeoFax® and Micromedex® are trademarks of Truven Health. All other trademarks are the property of their respective owners.

U.S. Government Customers: The Products are provided to the Federal government and its agency with RESTRICTED RIGHTS. USE, DUPLICATION OR DISCLOSURE BY THE GOVERNMENT IS SUBJECT TO RESTRICTIONS SET FORTH IN SUB-PARAGRAPH (c)(1)(ii) OF THE RIGHTS IN TECHNICAL DATA AND COMPUTER SOFTWARE CLAUSE AT DFARS 252.227-7013 OR SUB-PARAGRAPHS (c)(1) O R (2) OF THE COMMERCIAL COMPUTER SOFTWARE-RESTRICTED RIGHTS AT 48 CFR 52.227-19, AS APPLICABLE.
CONTRACTOR/MANUFACTURER IS Truven Health Analytics, 777 E. Eisenhower Parkway, Ann Arbor, Michigan 48108, USA.

TABLE OF CONTENTS

Preface **1**
Contact Truven Health Analytics 1
Customer Resource Center 1
Technical and Customer Support 1
Total Support Solutions 3
Browser Requirements 4
Browser Search Providers 4
Extend Your Internet Browser to Search Pediatrics and NeoFax 4
Workflow Examples 4
Inline Example 4
Search Box Example 7
Configuring the Search Providers 9
Managing the Search Providers 10
Internet Explorer 7 and 8 10
Internet Explorer 9 and Higher 12
Chapter 1: Introduction **13**
NeoFax 13
Pediatrics 13
Chapter 2: Navigation **15**
Tabbed Navigation 16
Additional Navigation 17
Mode 17
Chapter 3: Drug Monographs **19**
Monograph Sections 21
Navigation 21
Chapter 4: Enteral Formulas **23**
Viewing a Single Formula 23
Viewing Multiple Formulas 24
Product Notes 25
Print 25
Chapter 5: Generic Calculators **27**
Step 1 - Entering Patient Information 28
Step 2 - Selecting a Drug 30
Print 33
Chapter 6: Admin **35**
Organization 36
Organization Information 36
Contact Information 36
PN Order Information 37
Date & Time 38
Compounder Information 38
General Information 38
Label Prepared Date 39
Outbound Drug Orders 39
Logo 40
Users 41
Creating a New User 41
Editing a User 44
Auto Login URLs 45
Deleting a User 46

Searching for Users 47
Locations 48
Print Settings 48
Print Header 49
Organizational Printer Settings 50
Local PC Printer Settings 51
Paper Sources 51
Time Out 52
Patients Screen Defaults 53
Database Export 54
Patients in Use 56
HL7 Settings 57
Chapter 7: Mobile Apps 59
Index 61

PREFACE

CONTACT TRUVEN HEALTH ANALYTICS

Office Locations

Corporate Office
777 East Eisenhower Parkway
Ann Arbor, MI 48108
USA

North Carolina Office
4819 Emperor Boulevard
Durham, NC 27703
USA

Colorado Office
6200 South Syracuse Way, Suite 300
Greenwood Village, CO 80111
USA

CUSTOMER RESOURCE CENTER

Technical and Customer Support

At Truven Health Analytics, our staff of technical and service experts has one goal - to quickly take care of your needs so that you are back to optimal performance with our solutions.

Our Customer Resource Center is available to all of our customers free of charge, and can be your single point of contact for the following services:

- Customer Service
- Account or Subscription Validation and Changes
- Product and Technical Support
- Clinical Content Requests
- Technical Support Requests
- Product Use Support
- Product Enhancement Requests

© 2015 Truven Health Analytics Inc.

24/7 Phone Support

United States & Canada:
Phone: 1-800-525-9083
Select option 3 for the Support Services menu.
For urgent technical inquiries select 3,3.

Outside the United States & Canada:
Phone: 1-303-486-6444

Email Support (Business Hours Only)

www.micromedex.com/request
Email requests are answered during normal business hours.
Requests received outside of normal business hours are answered the next business day.

Normal Business Hours

Monday through Thursday: 7:00 am through 5:00 pm (Mountain Time Zone).
Friday: 7:00 am through 2:00 pm (Mountain Time Zone).

Outside of normal business hours, technical support calls will be managed according to the guidelines shown below:

General Guidelines	Priority	Maximum Initial Response and Assessment
After business hours: **Voice mail messages** will be returned in the order they are received. Priority is assigned at that time. **Email requests** received outside of business hours will be assigned a priority level the following business day.	**Critical Priority** Multiple users cannot access or use major product functionality	Within 4 hours
	High Priority Missing or inaccurate data or functionality	Within 1 business day
	Medium Priority One user cannot access or use major product functionality	Within 2 business days
	Low Priority General questions or enhancement requests	Within 5 business days

For Knowledge Base Articles, FAQs, System Requirements, Technical Documentation, and other miscellaneous support information, please visit www.micromedex.com/support.

For information on our products or services, visit our Web site at www.micromedex.com or contact your local distributor.

© 2015 Truven Health Analytics Inc.

TOTAL SUPPORT SOLUTIONS

We stand behind our products and our customers and believe that the total customer-experience is what differentiates us from the competition. Our solutions are the fastest, most reliable, accurate evidence-based clinical decision support solutions on the market. Our Total Support Solution offers top-notch service, training, and support to ensure you are able to realize all the benefits our products offer.

Our **Total Support Solution** includes dedicated personnel and robust tools and training to help you get the most from your investment in Micromedex solutions.

As part of our **Total Support Solution** we will:

- **Provide flexible training** opportunities, such as webinars, on-site classes, unit-to-unit specialized training, eLearning, and more, to help you and all users at your site stay current on Micromedex solutions
- Solve questions and issues promptly with our **24/7 technical support**
- **Ask you for your input** on how we can continue to improve our products and services
- **Make it easy to do business with us** - on all fronts

Ask your Client Relationship Manager or Sales Executive how we can help you with our **Total Support Solution!**

© 2015 Truven Health Analytics Inc.

BROWSER REQUIREMENTS

The Pediatrics and NeoFax® application is supported on the Internet Explorer (IE) browser. The following items must be enabled within the browser:

- Pop-ups
- Cookies
- Javascript support

BROWSER SEARCH PROVIDERS

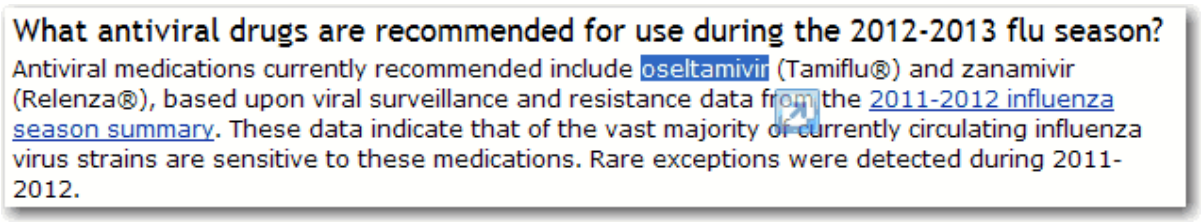
Extend Your Internet Browser to Search Pediatrics and NeoFax

Enjoy fast and easy access to clinical information in Pediatrics and NeoFax® from any browser-based program by using the Monograph Search Providers. With some simple modifications to your Internet Explorer browser settings you can search Pediatrics and NeoFax from other web applications (e.g., an EHR or HIS) or Internet browser sessions without having to first navigate to the Pediatrics and NeoFax site. You can be anywhere on the Web and go directly to a Pediatrics and NeoFax monograph.

Workflow Examples

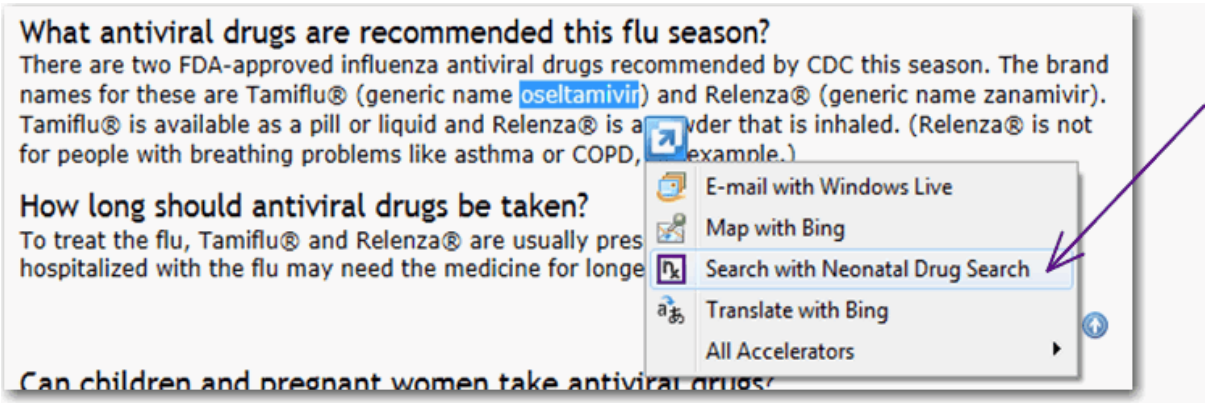
Inline Example

1. From any Web page highlight the term and click on the accelerator icon or right-click the mouse to open the available options.



© 2015 Truven Health Analytics Inc.

2. Select **Search with Neonatal Drug Search** or **Search with Pediatric Drug Search.**



NOTE: If the Neonatal Monograph Search Provider or Pediatric Monograph Search Provider is not your default search provider, select **All Accelerators** and then click **Search with Neonatal Drug Search** or **Search with Pediatric Drug Search.** For instructions on making one of the Monograph Search Providers your default search provider see Managing the Search Providers on page 10.

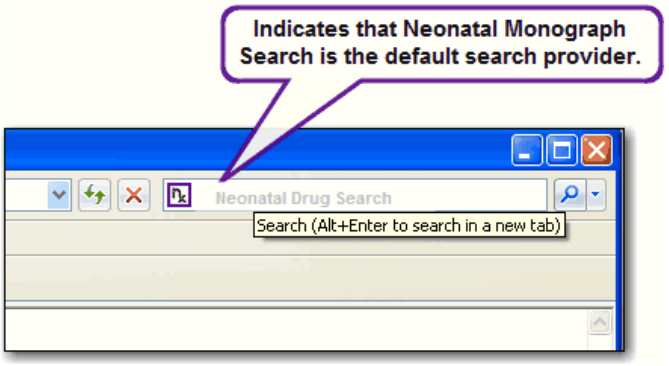
© 2015 Truven Health Analytics Inc.

3. The appropriate NeoFax or Pediatric monograph displays.

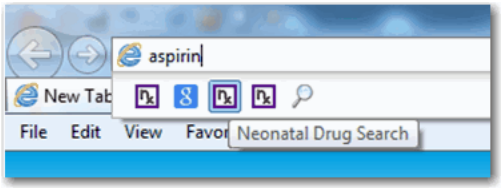
© 2015 Truven Health Analytics Inc.

Search Box Example

1. If the Neonatal Monograph Search Provider is your default search provider, you will see the NeoFax icon and the text "Neonatal Drug Search" in the browser Search box. Enter a drug name in the Search box.

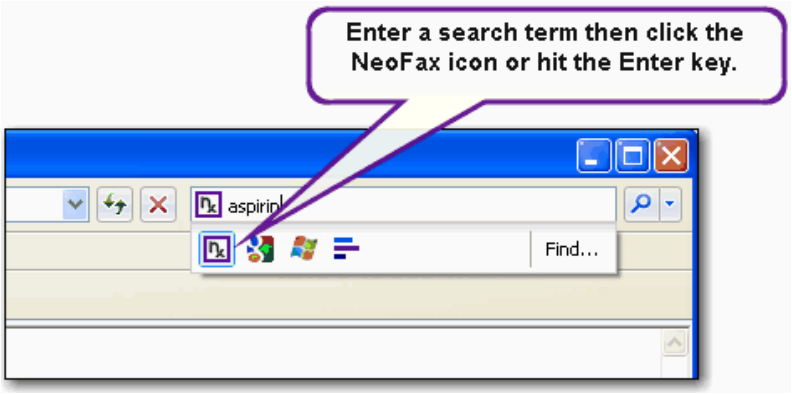


NOTE: If you are using Internet Explorer version 9 or higher, type the search term in the browser address bar. The available search providers will display below.

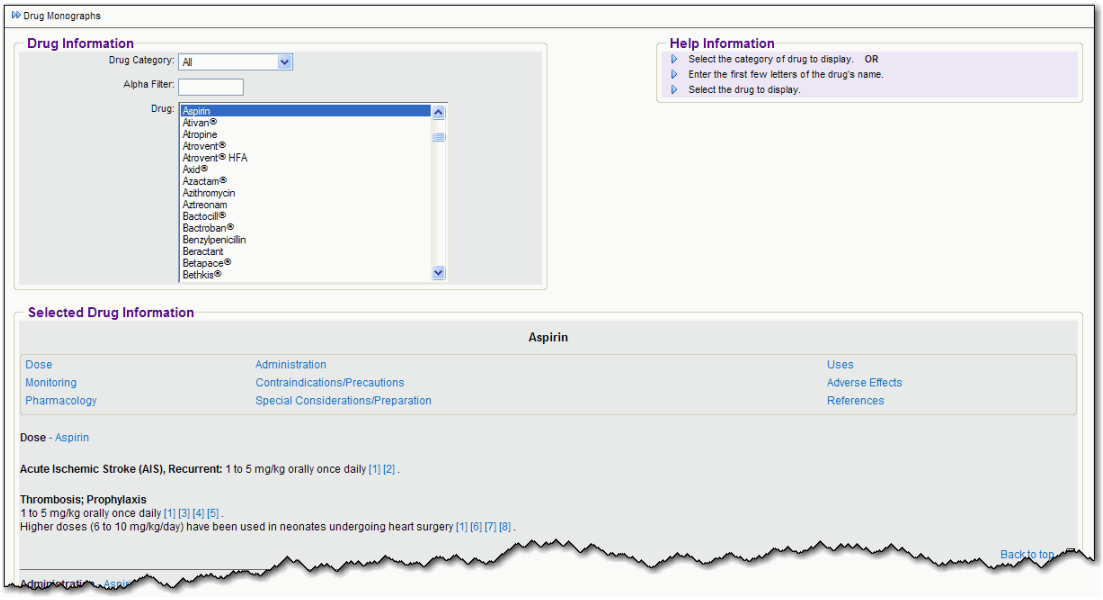


© 2015 Truven Health Analytics Inc.

2. Click the **NeoFax icon** or hit the **Enter** key.



3. The appropriate monograph displays.

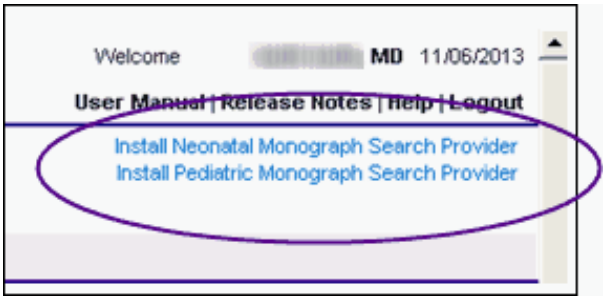


© 2015 Truven Health Analytics Inc.

Configuring the Search Providers

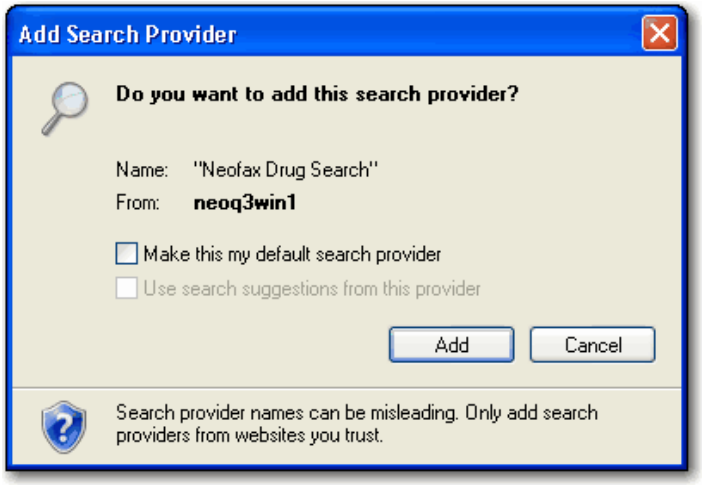
Follow these steps to configure the search providers:

1. From the upper right corner of any page in the Pediatrics and NeoFax application click one of the following:
   - Install Neonatal Monograph Search Provider
   - Install Pediatric Monograph Search Provider



NOTE: The providers available to you will depend on your subscription.

2. When prompted click **Add**.



3. With an active subscription you can now search Pediatrics and NeoFax without first launching the Pediatrics and NeoFax home page.

© 2015 Truven Health Analytics Inc.

Managing the Search Providers

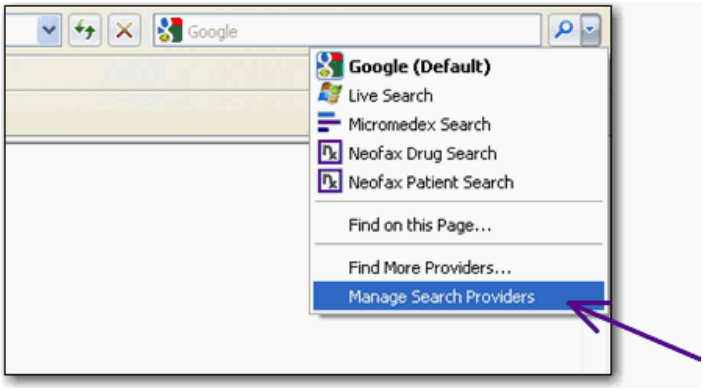
Making one of the Pediatrics and NeoFax Search Providers your default search provider will enable you to enter terms in the browser Search box to access Pediatrics and NeoFax (see Search Box Example on page 7), and it means that Pediatrics and NeoFax is available in two clicks after highlighting a drug name in any web-based application (see Inline Example on page 4).

Follow these steps to designate a Pediatrics and NeoFax Search Provider as your default search provider:

NOTE: The following examples are for the Neonatal Monograph Search Provider. These steps can also be performed for the Pediatric Monograph Search Provider. Only one provider may be designated as the default search provider.

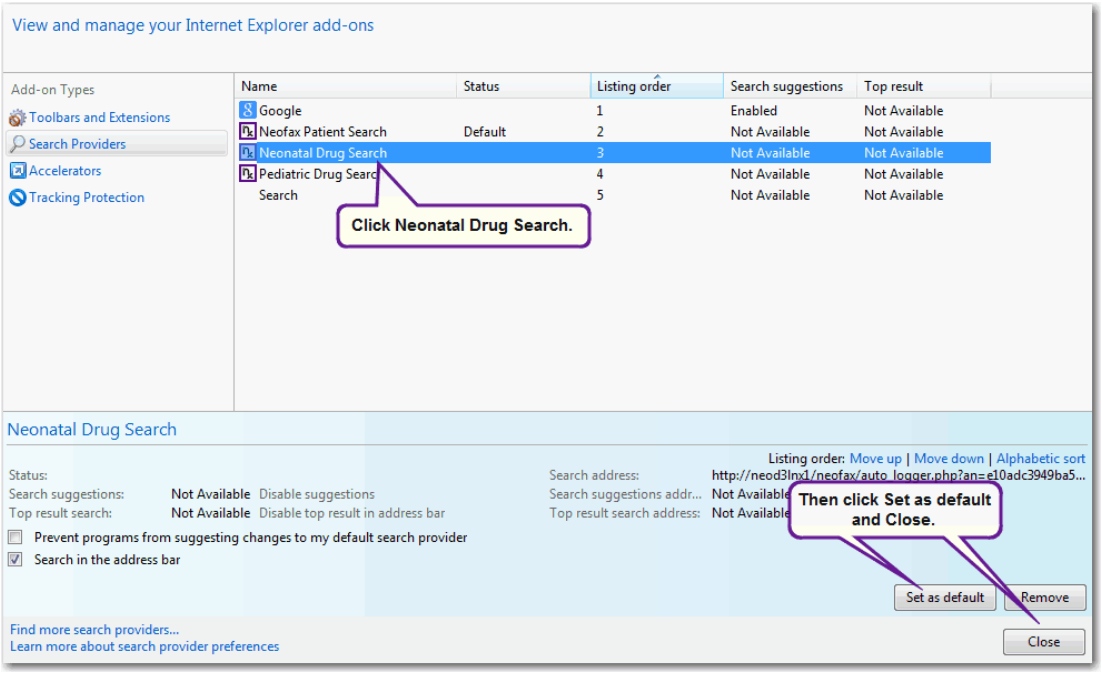
Internet Explorer 7 and 8

1. Click the arrow next to the browser Search box.
2. Select **Manage Search Providers**.

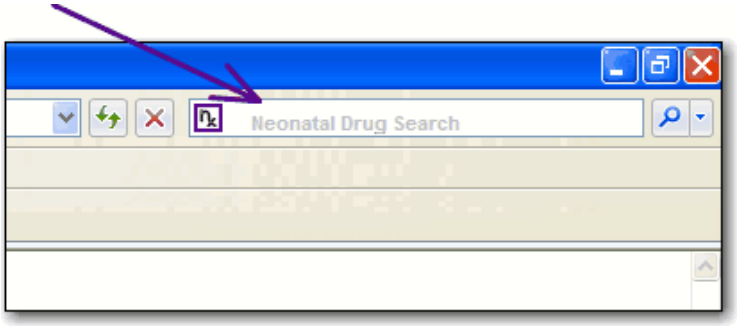


© 2015 Truven Health Analytics Inc.

3. Click **Neonatal Drug Search.**
4. Click **Set as default.**
5. Click **Close.**



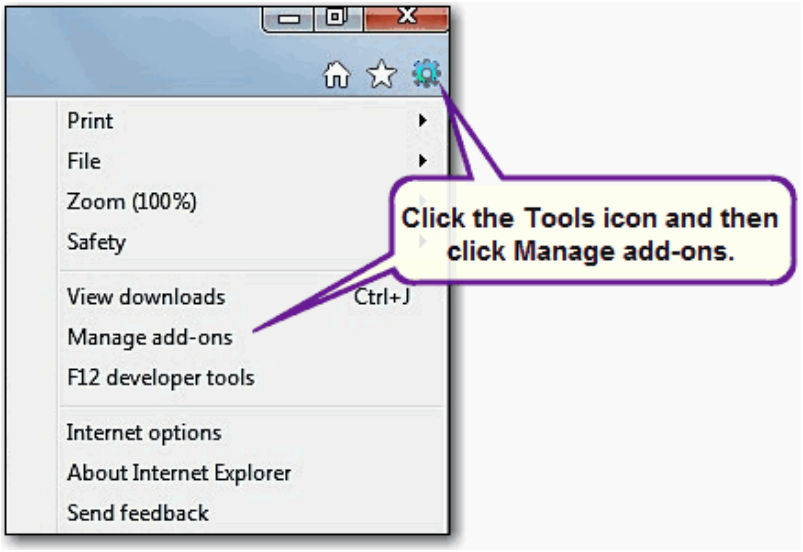
6. When the text "Neonatal Drug Search" displays in the browser Search box it indicates that the Neonatal Monograph Search Provider is the default search provider.



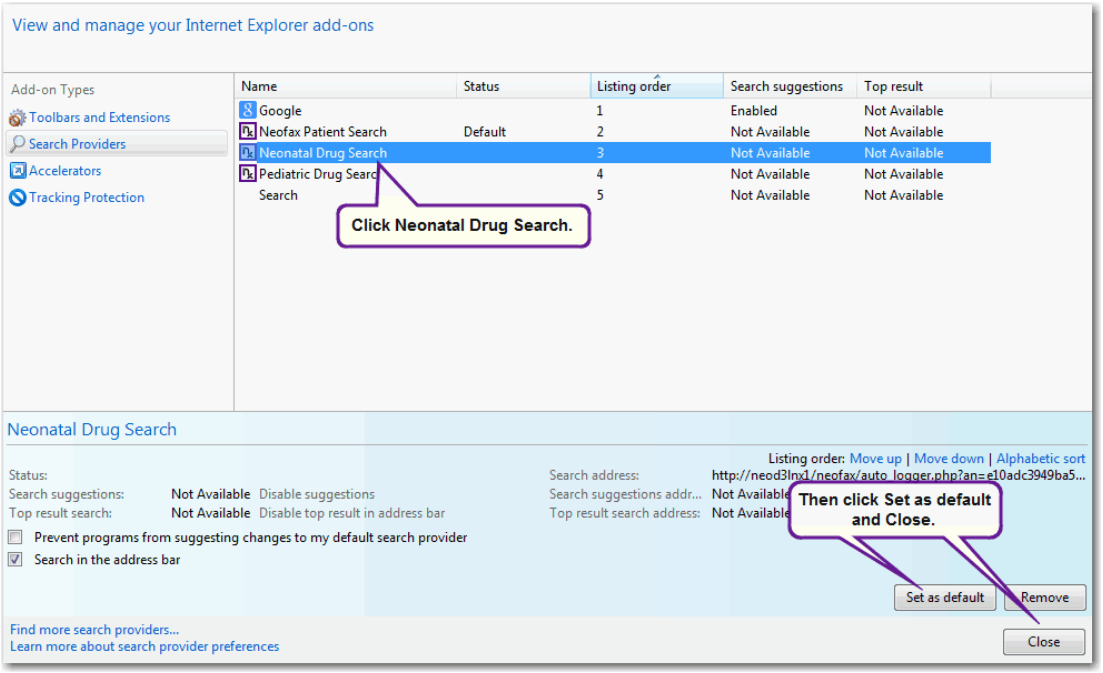
© 2015 Truven Health Analytics Inc.

Internet Explorer 9 and Higher

1. Click the **Tools** icon in the upper right of the browser window.
2. Click **Manage add-ons.**



3. Under Add-on Types click **Search Providers.**
4. Click **Neonatal Drug Search.**
5. Click **Set as default.**
6. Click **Close.**



© 2015 Truven Health Analytics Inc.

CHAPTER 1: INTRODUCTION

NEOFAX

More than 500,000 premature babies were born in the US in 2010, and approximately 15 million babies were born premature worldwide. Many of these babies require medical care in the Neonatal Intensive Care Unit (NICU). It is estimated that 45% to 65% of medications are used off-label in the NICU setting, and neonates are at higher risk for preventable adverse drug events and medication errors. Consequently, drug dosing is particularly challenging and complex in the neonatal population. NeoFax® is designed to help clinicians improve outcomes and efficiencies with tools to safely and efficiently prescribe, calculate, and administer drug therapy for neonates. By providing complete neonatal drug information, NeoFax helps clinicians make accurate and informed treatment decisions while minimizing the risks for error. Using NeoFax will help improve consistency across the neonatal care team and reduce medication errors.

PEDIATRICS

Medication safety is a critical challenge in the healthcare industry — and even more so in pediatrics. As children grow and change, so does the need for the most timely, accurate dosing, efficacy, and safety information available. Truven Health Analytics is pleased to provide Pediatrics. Backed by the same editorial and clinical rigor that powers NeoFax, our Pediatrics solution provides clinicians with the information, tools, and evidence-based approach to prescribing drugs for this vulnerable patient population.

© 2015 Truven Health Analytics Inc.

© 2015 Truven Health Analytics Inc.

CHAPTER 2: NAVIGATION

To begin using the Pediatrics and NeoFax® application, navigate to the URL you have been provided. Depending upon your configuration, you may be presented with a login page similar to the following.

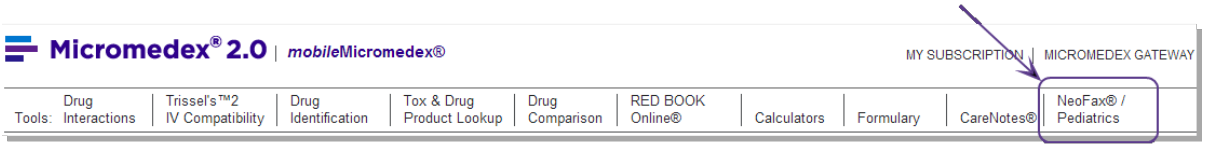
Populate the following user login fields with the appropriate information:

- Organization Keyword
- User Name
- Password

Click the **Enter** button.

-OR-

If your facility subscribes to content on the Micromedex® 2.0 platform, you can launch Pediatrics and NeoFax by clicking on the **NeoFax®/Pediatrics** tool available at the top of every Micromedex 2.0 page.



© 2015 Truven Health Analytics Inc.

TABBED NAVIGATION

Navigating the application is simple. Designed to meet your needs in an efficient manner, Pediatrics and NeoFax operates via a series of top-level tabs. The tabs that display may vary depending on your facility's implementation and individual user rights.

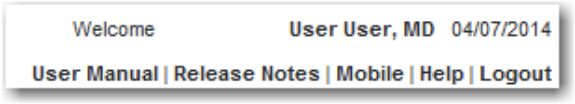
TAB NAME	DESCRIPTION
Drug Monographs	Provides access to information on over 160 neonatal and pediatric drugs. For more information see Drug Monographs on page 19.
Enteral Formulas	Displays the nutritional information for infant and pediatric enteral formulas, and allows a comparison of up to three different formula selections. For more information see Enteral Formulas on page 23.
Generic Calculators	Provides access to nonpatient- specific drug dosing information. For more information see Generic Calculators on page 27.
Password	Enables users to change their passwords if their passwords have not been locked by the administrator.

© 2015 Truven Health Analytics Inc.

ADDITIONAL NAVIGATION

Available throughout the application in the upper right of every page are links to the following:

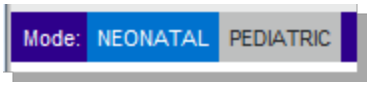
- User Manual
- Release Notes
- Instructions for downloading and updating the Pediatrics and NeoFax® mobile apps. See Mobile Apps on page 59.
- Context Sensitive Help
- Logout button



Also displayed in the upper right of every page are the name of the user who is currently logged in and the current date.

Mode

If you subscribe to *both* Pediatrics and NeoFax, you will see a Mode switch at the top of many pages.



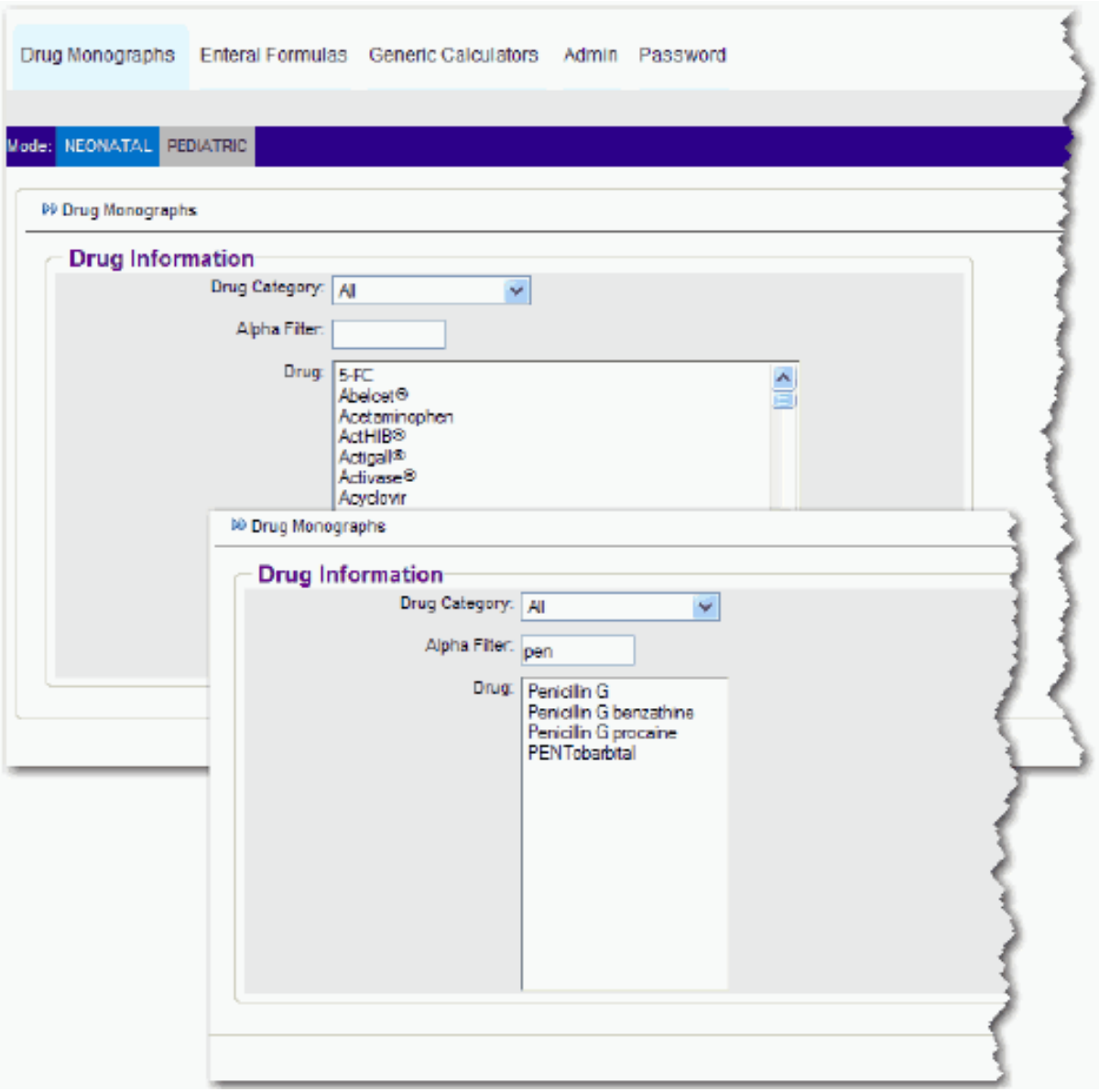
© 2015 Truven Health Analytics Inc.

© 2015 Truven Health Analytics Inc.

CHAPTER 3: DRUG MONOGRAPHS

The **Drug Monographs** tab provides the ability to view drug monographs for neonatal and pediatric (depending upon your subscription) drugs.

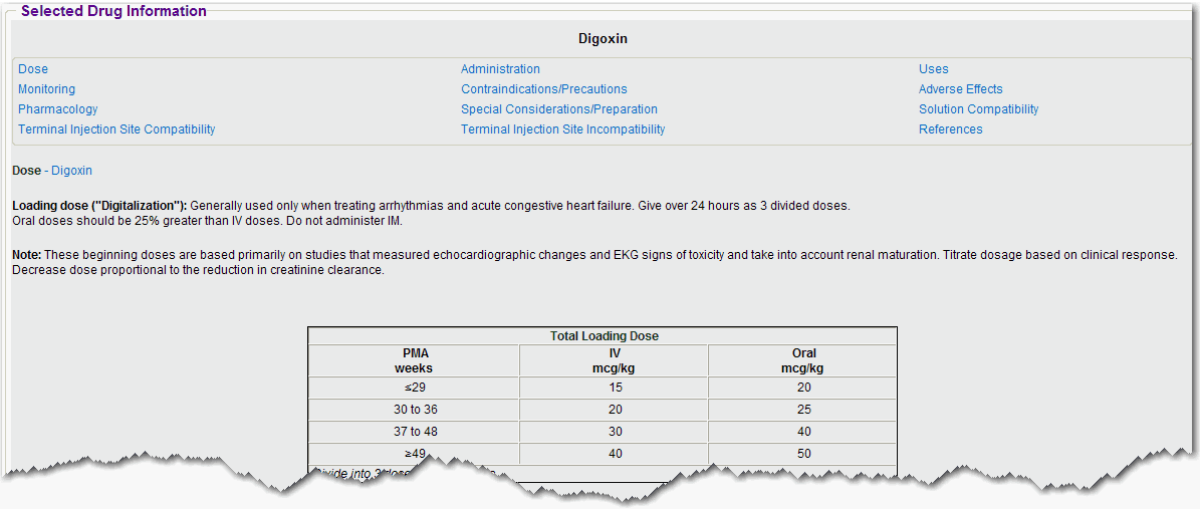
To begin using this functionality, click the **Drug Monographs** tab, located at the top of the page. The drug monograph search tool displays.



Begin typing the drug name in the Alpha Filter field. The drug listing on the page filters down to any drug names that match the letters you entered. For example, enter the letters “di” in the Alpha Filter field to begin a search for the drug name “Digoxin.” The drug list narrows the selections to possible matches to the text you have entered.

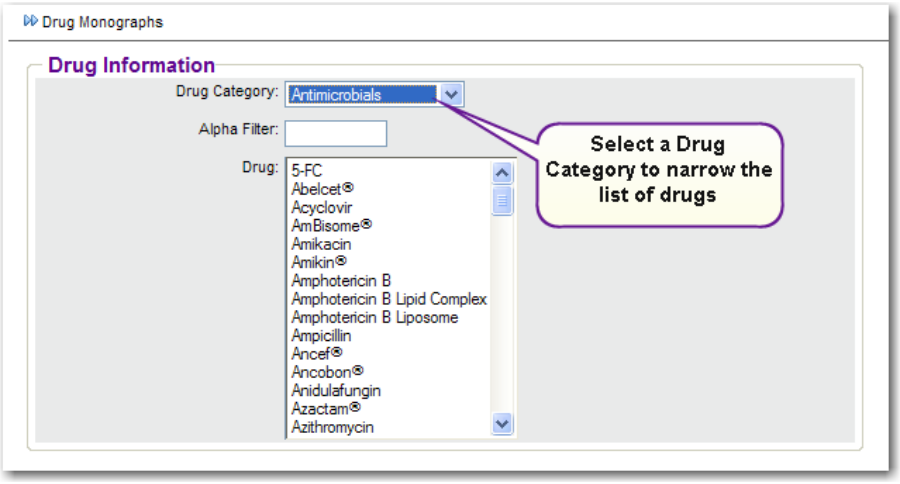
© 2015 Truven Health Analytics Inc.

Once you see the name of the drug for which you are searching, single-click on the name of the drug to select the drug. The drug monograph is displayed. To better aid you in navigating through the drug information, the box under the drug name contains links to each section of the drug monograph. Rather than scrolling through a long document to locate the information you need, the links provide the ability to jump directly to the section you want to view.



Alternatively, within the search tool you can select one of the following drug categories to narrow your drug selections before entering a drug name:

- Antimicrobial
- Biologicals
- Cardiovascular Drugs
- CNS
- Diuretics
- GI Drugs
- Miscellaneous Drugs
- Nutritionals
- Respiratory Drugs
- Vitamins/Minerals



© 2015 Truven Health Analytics Inc.

MONOGRAPH SECTIONS

Monographs contain the following sections:

- Dose
- Administration
- Uses
- Monitoring
- Black Box Warning
- Adverse Effects
- Pharmacology
- Special Considerations/Preparation
- Solution Compatibility
- Solution Incompatibility

NOTE: The term "Dex/AA" is used in place of Total Parenteral Nutrition (TPN) within the compatibility sections to designate parenteral nutrition solutions that are similar to those used in neonatal and pediatric patients, and contain dextrose, amino acids, and additives.

- Terminal Injection Site Compatibility
- Terminal Injection Site Incompatibility
- References

NOTE: Not all monographs contain all sections.

NAVIGATION

Each section of the drug monograph contains a **Back to Top** link and a **Printer** icon.

The **Back to Top** link provides an easy way to return to the top of the drug monograph without scrolling through a long document.

The **Printer** icon allows you to conveniently print the full drug monograph from any section.

NOTE: The **Printer** icon that is available within each section of the drug monograph will print the entire monograph, not just the section from which you selected the **Printer** icon.

© 2015 Truven Health Analytics Inc.

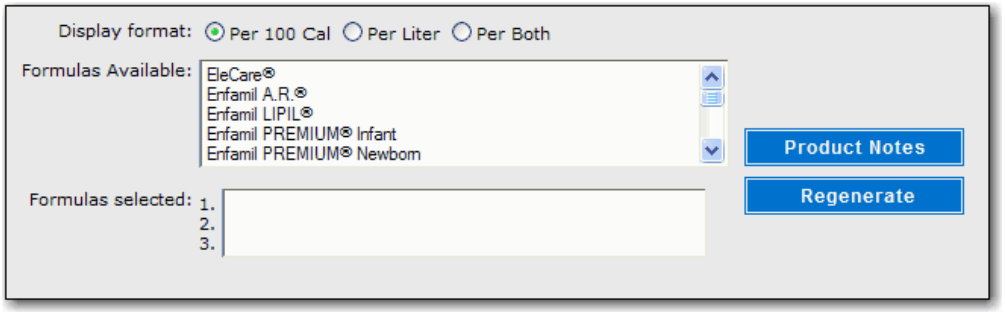
© 2015 Truven Health Analytics Inc.

CHAPTER 4: ENTERAL FORMULAS

The **Enteral Formulas** tab displays the nutritional information for enteral formulas. The application provides the ability to compare the nutritional content of up to three different enteral formulas side-by-side.

VIEWING A SINGLE FORMULA

From the top of the page, click the **Enteral Formulas** tab. The *Available Formulas* page displays.



Make a selection from the *Display format* area of the page. The *Display format* area provides the ability to designate the manner by which you want to view and/or compare formulas. Make a selection from the following choices:

- Per 100 Cal (calories)
- Per Liter
- Per Both

After selecting the display format you want to use, make a selection from the *Formulas Available* list. Use the scroll bar to scroll through the formulas until you locate the one for which you want to view nutritional information and then single-click on the formula name. The name of the formula now appears in the *Formulas selected* box.

To view the nutritional information for a selected formula, click the **Regenerate** button. The nutritional information appears. The left side of the chart displays the nutrients in the infant formula. The right column displays the amount of each specific nutrient, based on the display option (Per 100 Calories, Per Liter, or Per Both) selected. After reviewing the information displayed, the clinician can make an appropriate decision on which formula to use for a specific patient.

If you make any changes to the information used to generate the nutritional chart, such as changing your view from Per 100 Calories to Per Liter, you must click the **Regenerate** button to update the nutritional chart.

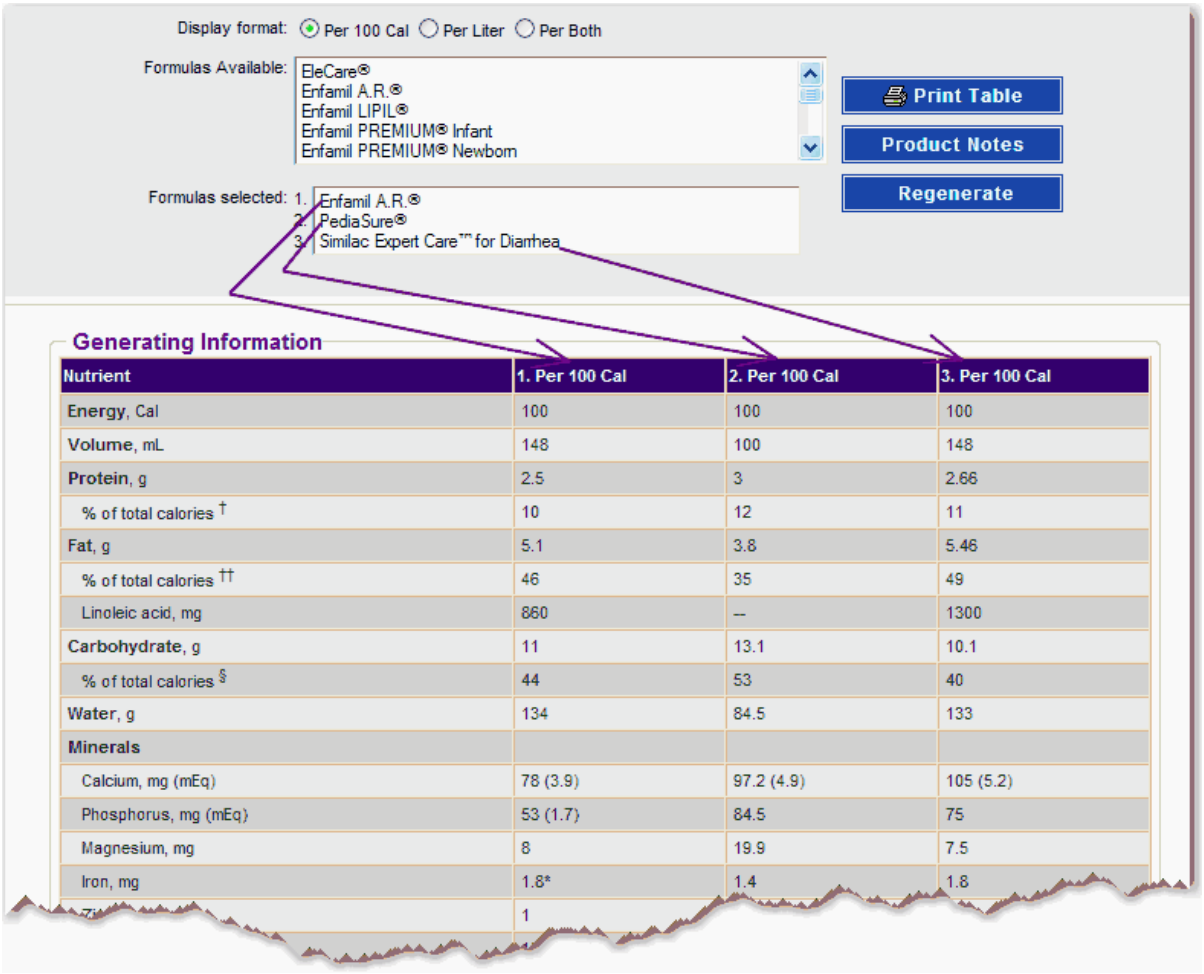
© 2015 Truven Health Analytics Inc.

VIEWING MULTIPLE FORMULAS

A clinician may want to compare several different formula mixtures to ensure that the best possible nutrition is administered to a patient. The application provides the ability to view a side-by-side comparison of up to three different formulas.

To compare multiple formulas, select a *Display format*. Then, using the scroll bar, scroll through the list of formulas in the *Formulas Available* page. Single-click on the names of up to three different formulas to select the formulas for comparison. The formulas to be compared will appear in the *Formulas selected* box.

Click the **Regenerate** button. A comparison chart of the selected formulas appears.



Nutrient	1. Per 100 Cal	2. Per 100 Cal	3. Per 100 Cal
Energy, Cal	100	100	100
Volume, mL	148	100	148
Protein, g	2.5	3	2.66
% of total calories †	10	12	11
Fat, g	5.1	3.8	5.46
% of total calories ††	46	35	49
Linoleic acid, mg	860	--	1300
Carbohydrate, g	11	13.1	10.1
% of total calories §	44	53	40
Water, g	134	84.5	133
Minerals			
Calcium, mg (mEq)	78 (3.9)	97.2 (4.9)	105 (5.2)
Phosphorus, mg (mEq)	53 (1.7)	84.5	75
Magnesium, mg	8	19.9	7.5
Iron, mg	1.8*	1.4	1.8
Zinc, mg	1		

The left side of the chart displays the nutrients in the infant formula. The remaining columns display the amount of each specific nutrient, based on the display option (Per 100 Cal, Per liter, or Per both) selected. The column number corresponds to the formula's position in the *Formulas Selected* area.

© 2015 Truven Health Analytics Inc.

PRODUCT NOTES

In addition to viewing the nutritional information for the formulas selected, you can also review product notes, provided by the manufacturer, by clicking the **Product Notes** button. The product notes provide information on protein, carbohydrate, and fat source data, and include dilution tables, when available.

PRINT

You can use the **Print Table** button at any time to print the formula nutrient information.

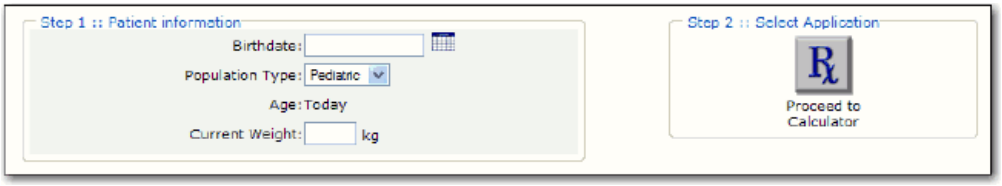
© 2015 Truven Health Analytics Inc.

© 2015 Truven Health Analytics Inc.

CHAPTER 5: GENERIC CALCULATORS

The **Generic Calculators** tool provides the ability to obtain age- and indication-specific drug dosing information and calculators.

To use this tool, click the **Generic Calculators** tab at the top of the page. The *Patient Information* page displays.



The page contains two sections labeled Step 1 and Step 2.

© 2015 Truven Health Analytics Inc.

STEP 1 - ENTERING PATIENT INFORMATION

Step 1, located on the left side of the page, is where patient information is entered. Use the field descriptions below to populate the patient information fields.

NOTE:

- The fields displayed in the *Patient Information* page will vary depending upon the **Population Type** selected (i.e., pediatric or neonatal).
- The **Population Type** drop-down menu will only be available if you subscribe to both Pediatrics and NeoFax.

Field	Description
Fields Common to Neonatal and Pediatric Patients	
Birthdate	Enter, or use the **Calendar** icon to select, the date of birth.
Population Type	Depending on the birth date entered, the program may default to either Neonatal or Pediatric (if you have both subscriptions) or may allow the user to choose the appropriate population. See "Population Type" below.
Current Weight	In kilograms, enter the current dosing weight of the patient.
Neonatal-specific Fields	
Birth Time	Using military time, enter the patient's time of birth. This is not a required field.
Gestational Age	From the drop-down, select the patient's gestational age in weeks and enter days value if known.
Postnatal Age	The postnatal age of the patient is automatically calculated (in weeks and days) based on the date of birth entered.
Postmenstrual Age	The postmenstrual age of the patient is automatically calculated (in weeks and days) based on the date of birth and gestational age entered.
Birth Weight	In kilograms, enter the birth weight of the patient.
Pediatric-specific Fields	
Age	The patient's age is automatically calculated based on their date of birth.

© 2015 Truven Health Analytics Inc.

Population Type

Patients with a postnatal age (or birth date) less than 29 days will automatically be designated as Neonatal. For patients 29 days to 18 weeks postnatal age (based on birth date), the clinician can designate Neonatal or Pediatric as clinically appropriate. For example, a baby that is 5 weeks old but whose gestational age was 28 weeks will be more appropriately managed in the Neonatal system. On the other hand, a term infant who is 35 days old will be more appropriately managed in the Pediatric system. Population Types only applies to users with a subscription to both NeoFax and Pediatrics.

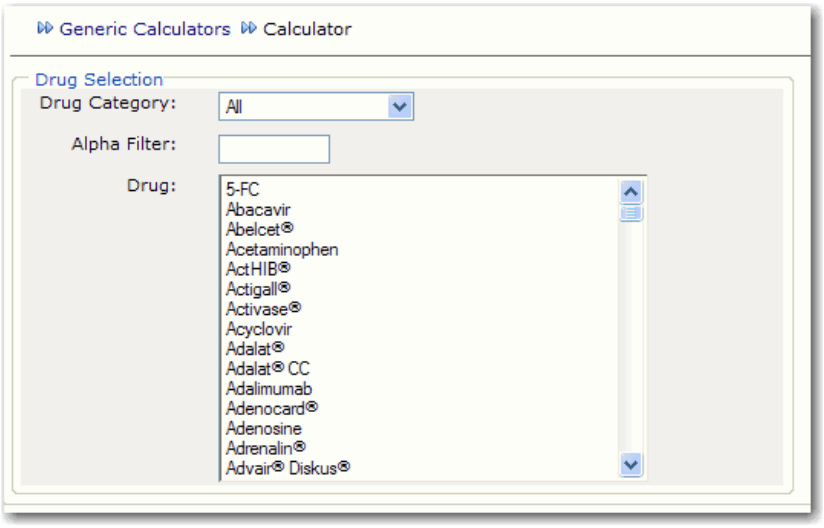
Once the population type is chosen, the appropriate fields will be available to complete the patient entry process.

NOTE: If the user enters an infant with a postmenstrual age greater than 44 weeks and chooses 'Neonatal,' they will be presented with a message suggesting that the choice of 'Pediatric' may be more appropriate. The choice of 'Neonatal' is still an option if the treating clinician feels this is clinically appropriate.

© 2015 Truven Health Analytics Inc.

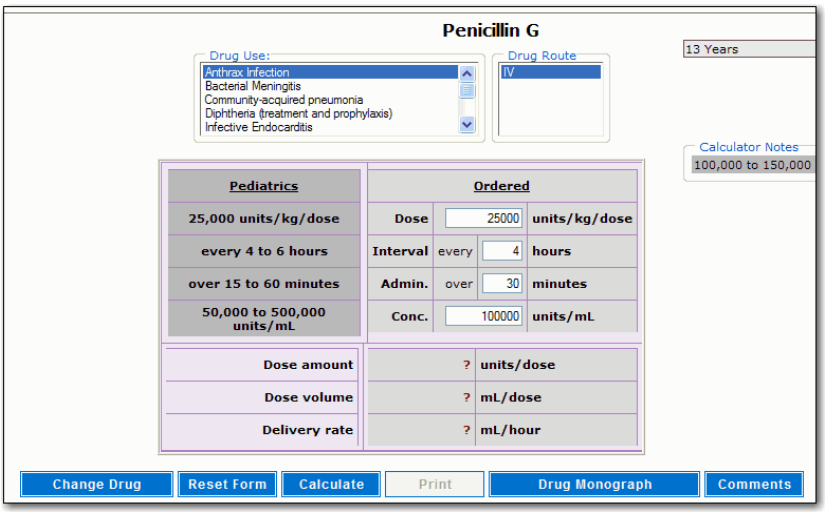
STEP 2 - SELECTING A DRUG

After entering the appropriate patient information in Step 1, click the **Proceed to Dosing Calculator** button. The *Drug Selection* page displays.



Locate the drug for which you want dosing information. You can begin typing the drug name in the Alpha Filter field. The drug list filters to drug names that match the letters you entered. For example, enter the letters “Di” in the Alpha Filter field to begin a search for the drug name “Digoxin.” The drug list narrows the selections to possible matches to the text you have entered. You can also select a drug category from the drop-down menu to narrow your search . If you do not know the drug category or want to search by drug name, leave this field set to **All**.

Once you see the name of the drug for which you are searching, single-click on the name of the drug. The drug calculator information is displayed.



© 2015 Truven Health Analytics Inc.

At the top of the page are the *Drug Use* and *Drug Route* sections. The choices shown in these sections depend upon the drug selected. Highlight a choice in each section. The page refreshes, based on the selections made.

The default drug dosing recommendations are automatically populated in the *Dose, Conc*,and *Rate* fields. The attending clinician may change these values, if appropriate.

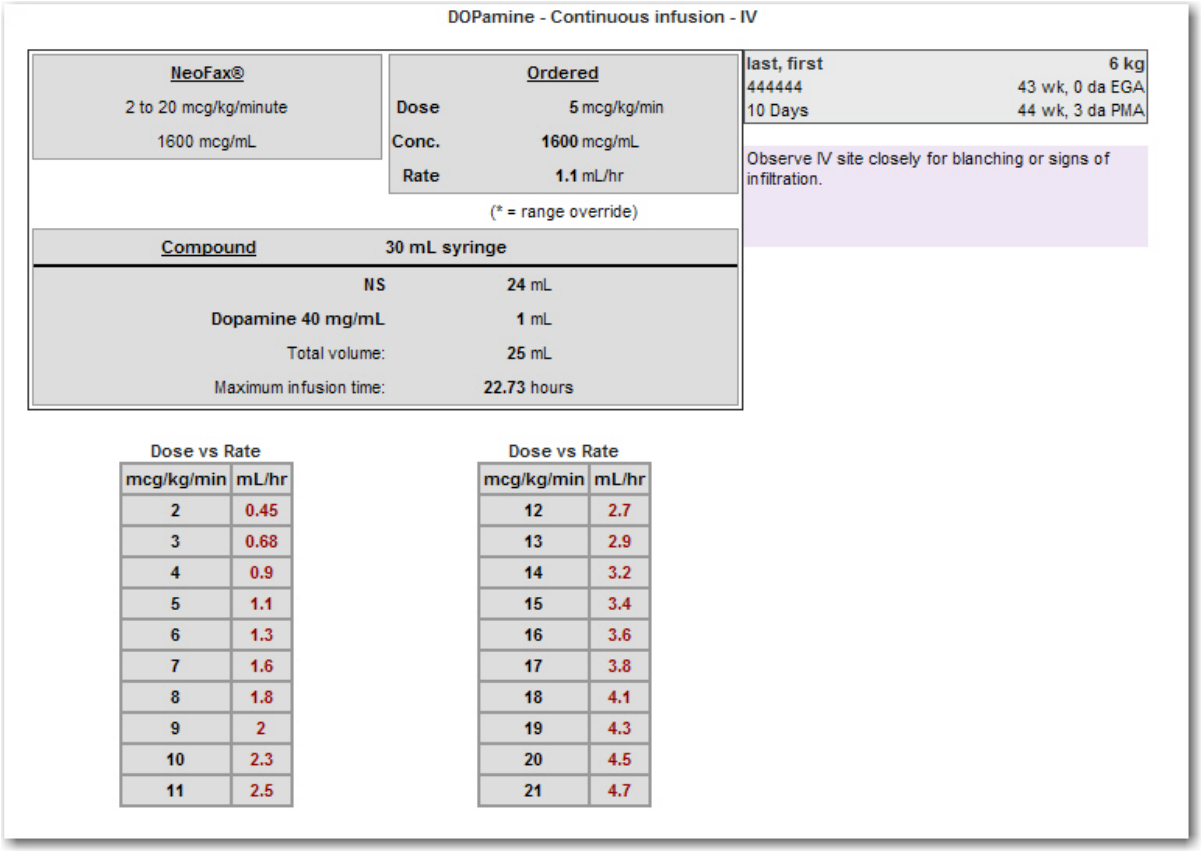
Note that the *Dose, Conc*, and *Rate* fields may have red question marks adjacent to the fields. After the drug use and route have been established and any changes to the default dosage values made, clicking the **Calculate** button replaces the red question marks with drug dosing values.

Displayed at the bottom of the form are the following buttons:

Buttons	Definitions
Change Drug	Use this button to return to the alpha list of drugs and choose a different drug.
Reset Form	Click this button to reset any changes back to the default settings.
Calculate	Click this button to calculate the Dose Amount, Dose Volume, and Delivery Rate.
Print	Use this button to Print the entire drug dosage calculation.
Drug Monograph	Click this button to launch the monograph for the drug.
Comments	Use this button to enter any user comments about the administration of this drug for this patient. The comments will be displayed on the drug dosage calculation printout.

© 2015 Truven Health Analytics Inc.

For drugs such as Dopamine, which are sometimes titrated based on patient response, a **Dose vs. Rate** button appears under the dosage calculator. When clicked, this button displays a titration table for the drug, shown below.



DOPamine - Continuous infusion - IV

NeoFax®	Ordered		last, first	6 kg
2 to 20 mcg/kg/minute	Dose	5 mcg/kg/min	444444	43 wk, 0 da EGA
1600 mcg/mL	Conc.	1600 mcg/mL	10 Days	44 wk, 3 da PMA
	Rate	1.1 mL/hr		

(* = range override)

Observe IV site closely for blanching or signs of infiltration.

Compound	30 mL syringe
NS	24 mL
Dopamine 40 mg/mL	1 mL
Total volume:	25 mL
Maximum infusion time:	22.73 hours

Dose vs Rate

mcg/kg/min	mL/hr
2	0.45
3	0.68
4	0.9
5	1.1
6	1.3
7	1.6
8	1.8
9	2
10	2.3
11	2.5

Dose vs Rate

mcg/kg/min	mL/hr
12	2.7
13	2.9
14	3.2
15	3.4
16	3.6
17	3.8
18	4.1
19	4.3
20	4.5
21	4.7

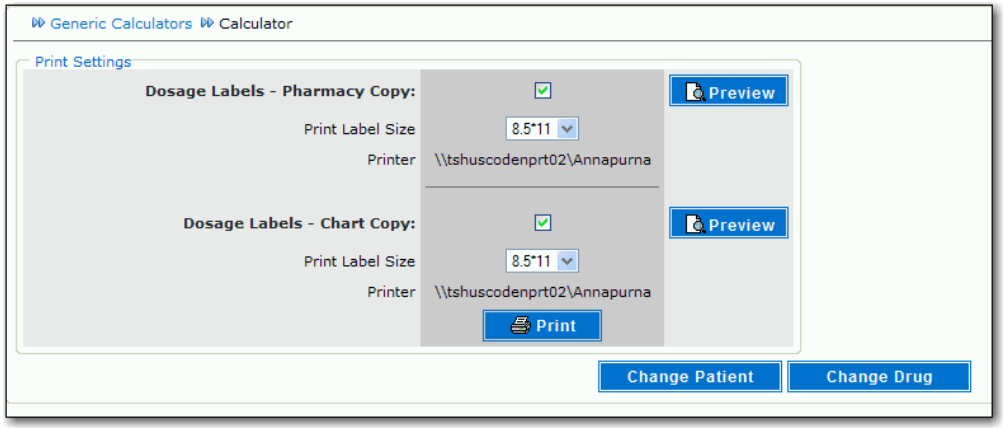
The titration table can be printed for future or immediate use.

NOTE: Titration tables are not available for all drugs. A new titration chart should be printed if any changes are made to the dosing information.

© 2015 Truven Health Analytics Inc.

Print

When you are finished performing the calculation, click the **Print** button. The *Print Setting*s page displays. From this page, you can print pharmacy dispensing labels, a chart copy, or a titration chart (if applicable). If network printers were configured during implementation, all print jobs (labels, chart copies, and titration charts), will be directed to the appropriate network printer.



You can preview the forms before printing them by clicking the **Preview** button. To work with a different patient or drug, click the **Change Patient** or **Change Drug** buttons.

© 2015 Truven Health Analytics Inc.

© 2015 Truven Health Analytics Inc.

CHAPTER 6: ADMIN

The **Admin** tab is only accessible to users with Administrator permissions.

This tab houses all the administrative functions of the system. From this tab you can maintain user, patient, and organizational information; configure time-out and printer settings; export application settings; and configure HL7 ADT settings (if applicable).

The **Admin** tab contains the following pages:

- Organization
- Users
- Locations
- Print Settings
- Time Out
- Patients Screen Defaults
- Database Export
- Patients in Use
- HL7 Settings

© 2015 Truven Health Analytics Inc.

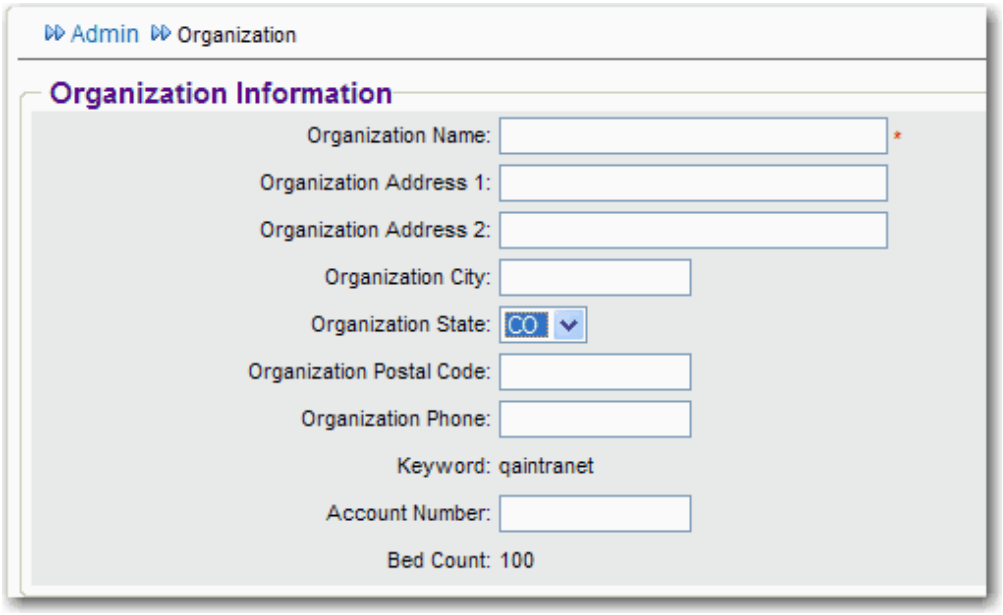
ORGANIZATION

Warning

This information is entered for you by the Truven Health Implementation Team. You should edit the information and settings on this page *with caution*.

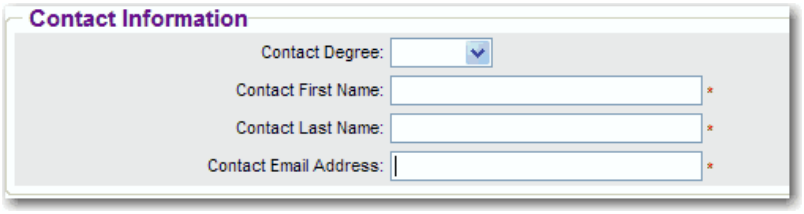
Organization Information

The Organization Information section contains the organization name and address information. *Organization Name* is a mandatory field.



Contact Information

The Contact Information section contains the contact information for the person within your organization who is the main point of contact for Truven Health. The *Contact First Name, Contact Last Name*, and *Contact Email Address* fields are mandatory.



© 2015 Truven Health Analytics Inc.

PN Order Information

NOTE: This functionality only applies to Pediatrics and NeoFax® Expanded.

If your facility is configured to use the Pediatrics and NeoFax HL7 service, use this section of the *Organization* page to configure the Order information to be included in the outbound HL7 messages.

Select **Yes** in the **Generate File?** drop-down menu to display the fields in this section. You many select any or all of the output formats below for your outbound messages. The format you select may depend on the type of pharmacy system or other receiving systems you are using.

- RDE - Pharmacy/Treatment Encoded Order Message: This is used by Pediatrics and NeoFax for TPN Orders.
- OMP - Pharmacy/Treatment Order Message: This is used by Pediatrics and NeoFax for Drug Orders.
- ORP - Pharmacy/Treatment Order Acknowledgment

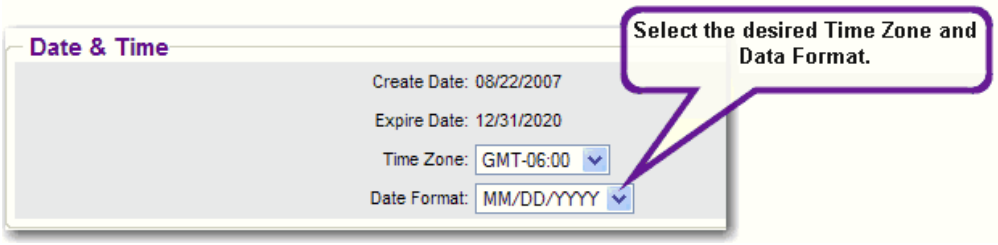
© 2015 Truven Health Analytics Inc.

Date & Time

In the Date & Time section you can select the time zone and date format to be used.

The date format setting applies to the date of birth format on generic calculator label print outs. It is important that the time zone be accurate for calculating patient age.

The time zone options are displayed as GMT (Greenwich Mean Time), which is also known as UTC (Coordinated Universal Time). To view a map for assistance in determining your facility's time zone see www.worldtimezone.com.



Compounder Information

NOTE: This functionality only applies to Pediatrics and NeoFax® Expanded.

If your facility sends information from the Pediatrics and NeoFax application to a compounder, use this section to administer those settings.

General Information

The General Information section contains miscellaneous information regarding Drug Orders and PN Orders and custom logos.

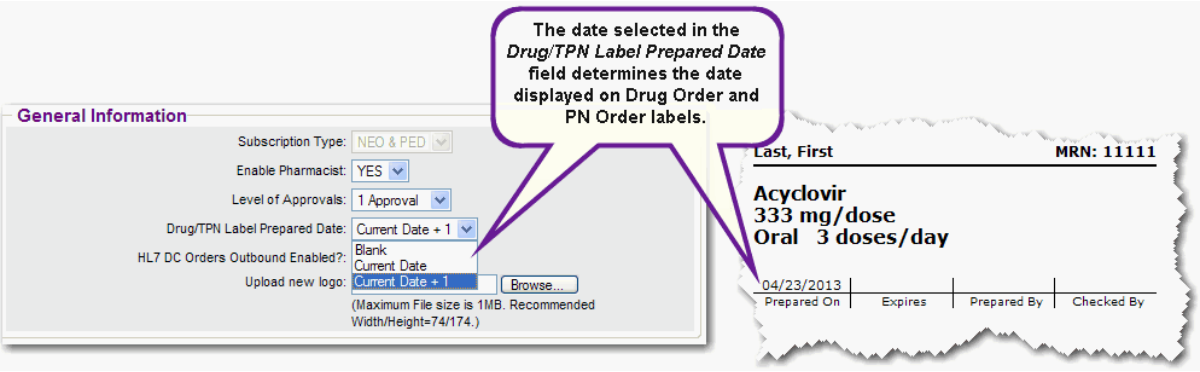
NOTE: The *Subscription Type* field, which denotes if you subscribe to Pediatrics or NeoFax or Pediatrics and NeoFax, can only be modified by Truven Health Analytics.

© 2015 Truven Health Analytics Inc.

Label Prepared Date

NOTE: This functionality only applies to Pediatrics and NeoFax® Expanded.

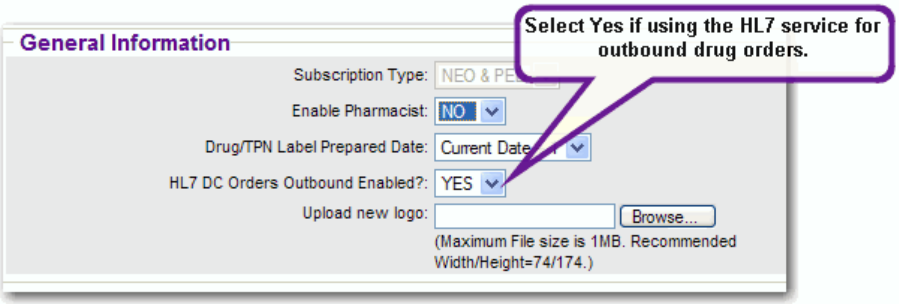
Use the *Drug/TPN Label Prepared Date* drop-down menu to designate the date printed in the *Prepared On* field on Drug Order and PN Order labels.



Outbound Drug Orders

NOTE: This functionality only applies to Pediatrics and NeoFax® Expanded.

If your facility uses the Pediatrics and NeoFax HL7 service to send outbound Drug Orders to other applications, select **Yes** in **HL7 DC Orders Outbound Enabled?** drop down menu.

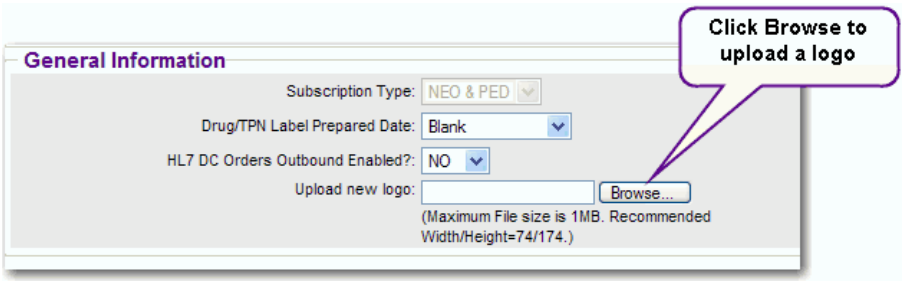


© 2015 Truven Health Analytics Inc.

Logo

With the *Upload new logo* field you can import your facility logo. The logo will display in the center of the header of the Pediatrics and NeoFax®application pages.

Click the **Browse** button. Navigate to the location of your logo .gif file and select it. The path to the logo is displayed in the Update new logo field.



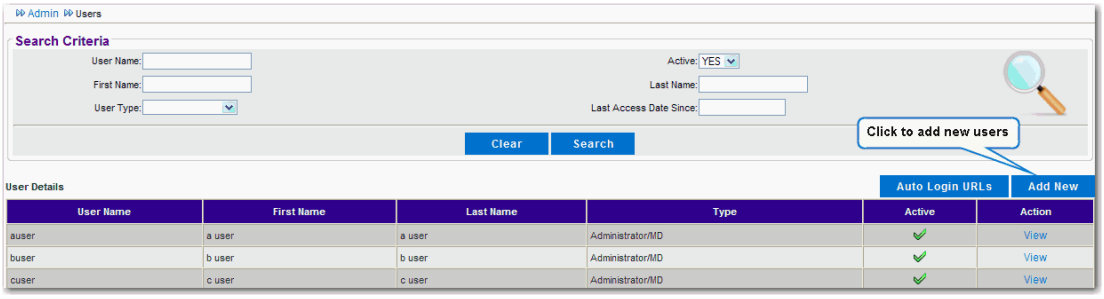
NOTE: Only a .gif format can be used for logo images, and the images must be no more than 50 pixels high. You may want to leave a small white border at the bottom of the logo, approximately one to two pixels in length, so that the logo does not touch the forms on which it will be used.

© 2015 Truven Health Analytics Inc.

USERS

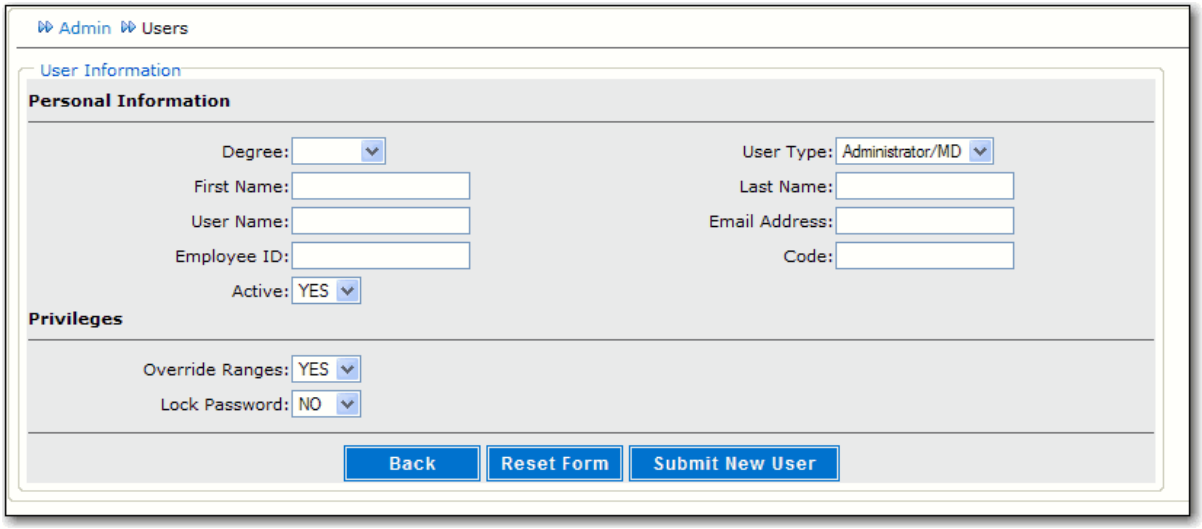
Create or edit system users by clicking **Users** at the top of the page.

Creating a New User



To create a new user, click the **Add New** button. The *User Information* page displays.

NOTE: If your facility accesses Pediatrics and NeoFax from the Micromedex® 2.0 platform (see Navigation on page 15), it is not necessary to create accounts for individual users.



Populate the following fields on the form as appropriate.

© 2015 Truven Health Analytics Inc.

FIELD	DESCRIPTIONS	OPTIONS
Degree	Clinical degree of the user being created	• MD • NNP • PNP • PA • RN • PharmD • RPh • DO
User Type	Determines the permission level of the user	• Administrator/MD - able to access the administrative tabs, also displayed as one of the 'Attending MDs' • Administrator - able to access the administrative tabs • Operator/MD - general user of the application, also displayed as one of the 'Attending MDs' • Operator - general user of the application • Data Entry - responsible for adding user accounts and patient locations
First Name	The user's first name. This field is required.	It can contain up to 20 alphanumeric characters.
Last Name	The user's last name. This field is required.	It can contain up to 30 alphanumeric characters.
User Name	User Name to be used by the user when logging in to the application. This field is required.	It can contain up to 20 alphanumeric characters.
Email Address	The user's email address.This field is required.	
Employee ID	An ID associated with the user.	Between 5 and 18 characters in length
Code	A code associated with the user. It is for 'Attending MDs' only.	It can contain up to 6 alphanumeric characters.
Active	Status of the user	• YES - active users who need to access the application • NO - inactive users who no longer need access to the application
Override Ranges	Permission to override ranges. This is only applicable to Pediatrics and NeoFax® Expanded.	• YES - can override ranges set up by administrator for PN and drug dosing order • NO - cannot override ranges set up by administrator for PN and drug dosing orders
Lock Password	Permission to request password reset	• YES - is not allowed to request a password reset • NO - is allowed to request a password reset

© 2015 Truven Health Analytics Inc.

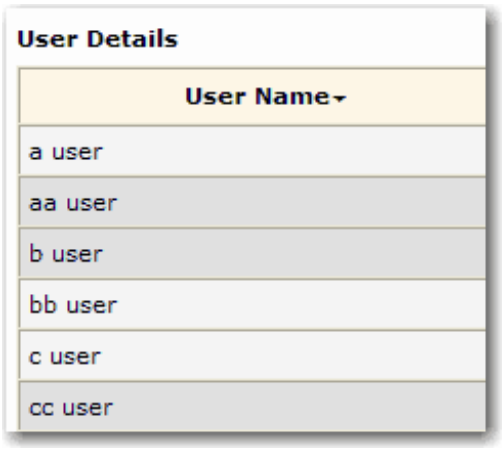
Click the **Submit New User** button. A confirmation message appears and displays the user ID and temporary password of the newly created user. The temporary password is also emailed to the user at the email address entered when the user was created. The first time the user logs in with the temporary password, he will be prompted to enter a new password.

The newly created user now appears in the user list.

© 2015 Truven Health Analytics Inc.

Editing a User

To edit a user's details, click the user name located in the *User Name* column.



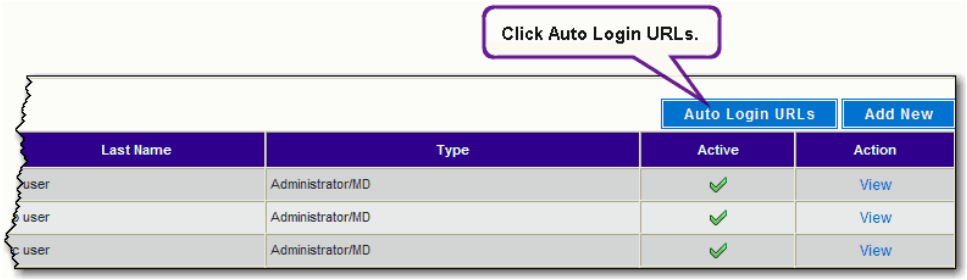
Make any necessary changes, and then click the **Update** button. A confirmation message appears.

© 2015 Truven Health Analytics Inc.

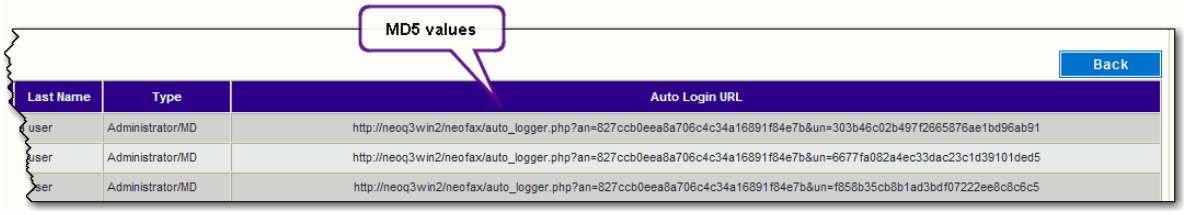
Auto Login URLs

If your facility is using URL Integration Points functionality, use the Auto Login URLs button to generate the MD5 (Message-Digest algorithm 5) values for your facility and for each active user.

Click the **Auto Login URLs** button.



The MD5 value for each active user is displayed.



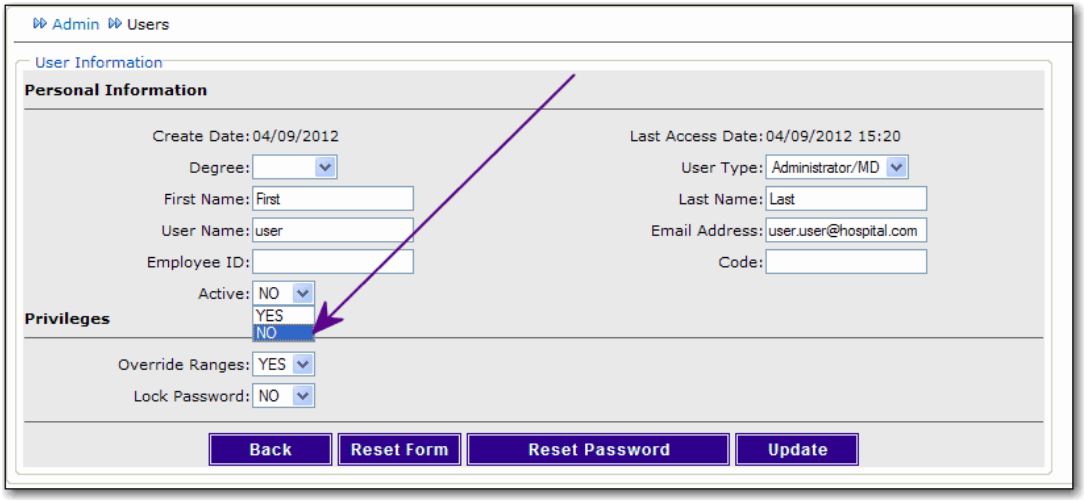
NOTE: For information on implementing this functionality contact Truven Health Analytics. See Customer Resource Center on page 1.

© 2015 Truven Health Analytics Inc.

Deleting a User

Users cannot be deleted; their accounts can only be disabled. On the *User* page, click the user name of the user with which you want to work.

Set the user's Active status to **NO** and then click the **Update** button. The user's account is now disabled.

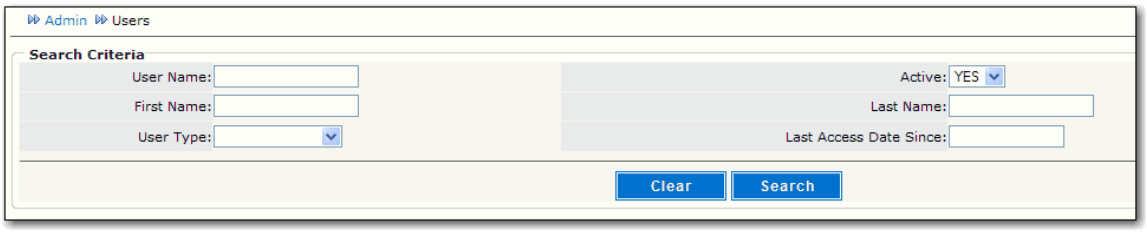


© 2015 Truven Health Analytics Inc.

Searching for Users

The user search tool is displayed at the top of the list of users. When attempting to locate a user account, you can search the list of users on the following fields:

- User Name
- Active Status
- First Name
- Last Name
- User Type
- Last Access Date



Enter the search criteria you want to use and click the **Search** button. The list of users is narrowed to the criterion selected.

© 2015 Truven Health Analytics Inc.

LOCATIONS

NOTE: This functionality only applies to Pediatrics and NeoFax® Expanded.

At least one patient location must be created before new patients can be entered into the application. Four fields are available for designating a location: *Location, Point of Care, Room, Bed*.

If your facility is configured to use the Pediatrics and NeoFax HL7 service, data from these fields may enter the database via HL7 messages. This data is then included in the outbound PN Order messages.

PRINT SETTINGS

The *Print Settings* page provides the ability to configure print headers and printer settings for the printouts generated by Drug Orders, PN orders, and generic calculators. The application has print configuration features to address the special needs of order printouts for both layout and workflow. These print features include setting margin sizes, target printers and paper trays based on the type of printout. With a single button click to print an order, this allows, for example, labels to print on the pharmacy's label printer while a chart copy goes to a different full-page printer in the NICU.

NOTE: Printouts that are unrelated to orders, such as drug monographs, do not use the printing features described here. These printouts use the standard print dialogs offered by the Internet Explorer browser and local workstation.

The available printout types for Drug orders are:

- 8.5*11 Dosage Label – Pharmacy Copy
- 4*6 Dosage Label – Pharmacy Copy
- 8.5*11 Dosage Label – Chart Copy
- 4*6 Dosage Label – Chart Copy
- 4*6 Titration Chart

The available printout types for PN orders are:

- 4*6 Pharmacy Labels
- 8.5*11 Pharmacy Labels
- 8.5*11 Pharmacy Copy
- 8.5*11 Chart Copy

© 2015 Truven Health Analytics Inc.

Print Header

The Print Header prints on the following printouts:

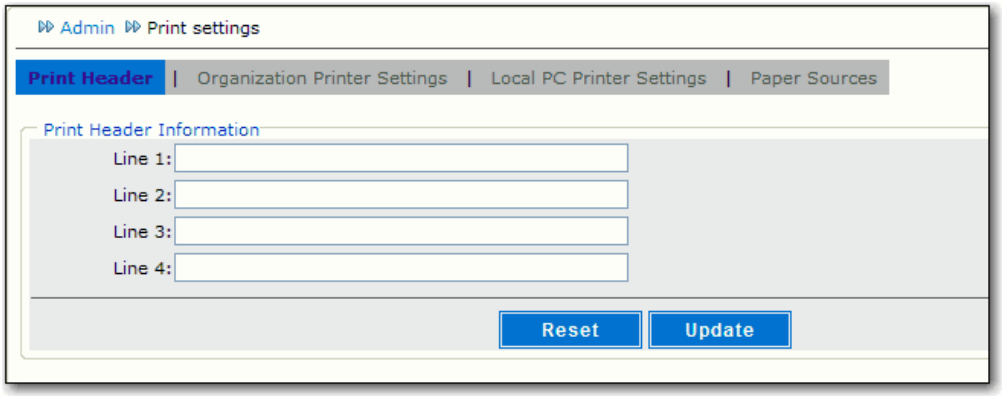
Drug Orders/Generic Calculators

- 8.5*11 Dosage Label – Pharmacy Copy
- 8.5*11 Dosage Label – Chart Copy

PN Orders

- 8.5*11 Pharmacy Copy
- 8.5*11 Chart Copy

To configure the print header, click **Print settings** at the top of the page.The *Print Header* page is displayed as the default.



Enter organization information that you want to appear on the applicable printouts. Then click the **Update** button. A confirmation message appears. Click the **OK** button. The print header has been successfully updated.

© 2015 Truven Health Analytics Inc.

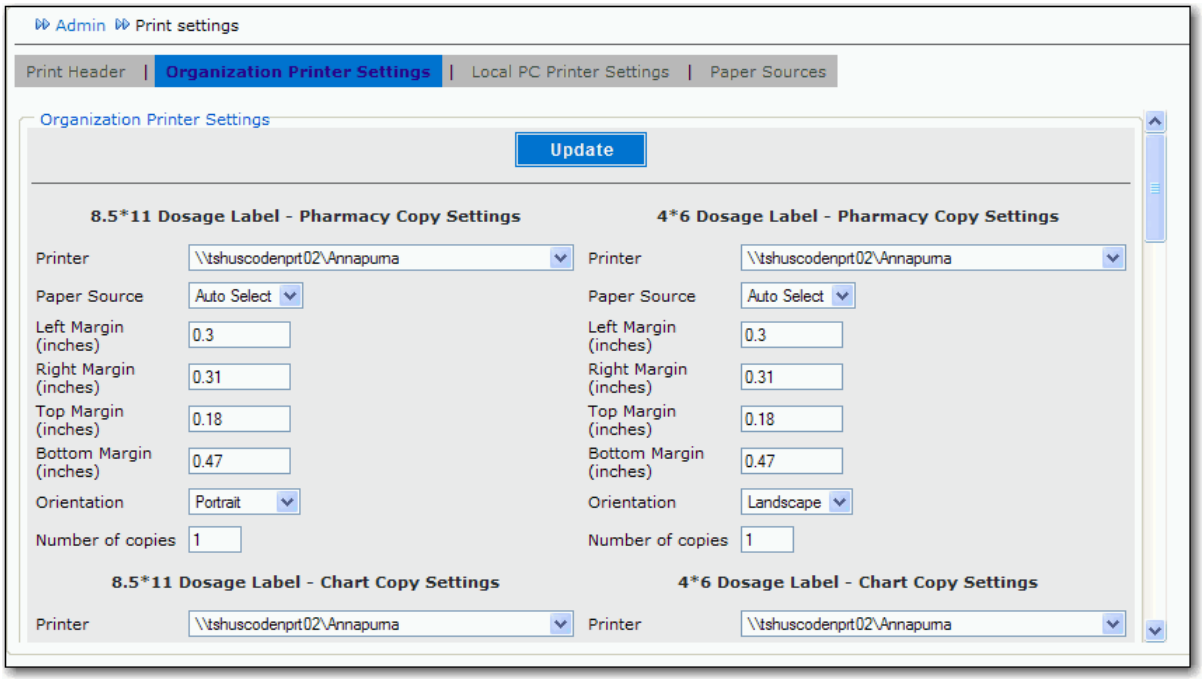
Organizational Printer Settings

The *Organizational Printer Settings* page provides the ability to configure print settings for each printout that your facility generates from within the application.

NOTE: Organization Printer Settings are applicable regardless of whether you chose Server Side Printing or Client Side printing during your facility's implementation process.

1. Click **Organization Printer Settings**
2. For the first printout type (8.5*11 Dosage Label - Pharmacy Copy) select the Printer, Paper Source, Left Margin, Right Margin, Top Margin, Bottom Margin, Orientation, and Number of Copies
3. Make the selections for each of the remaining printout types
4. Click **Update** to save the settings

NOTE: If this is your first time to navigate to this page from this workstation, you may receive message boxes prompting you to eitherallow or disallow the "Meadco. Print Control." Click **Allow**.



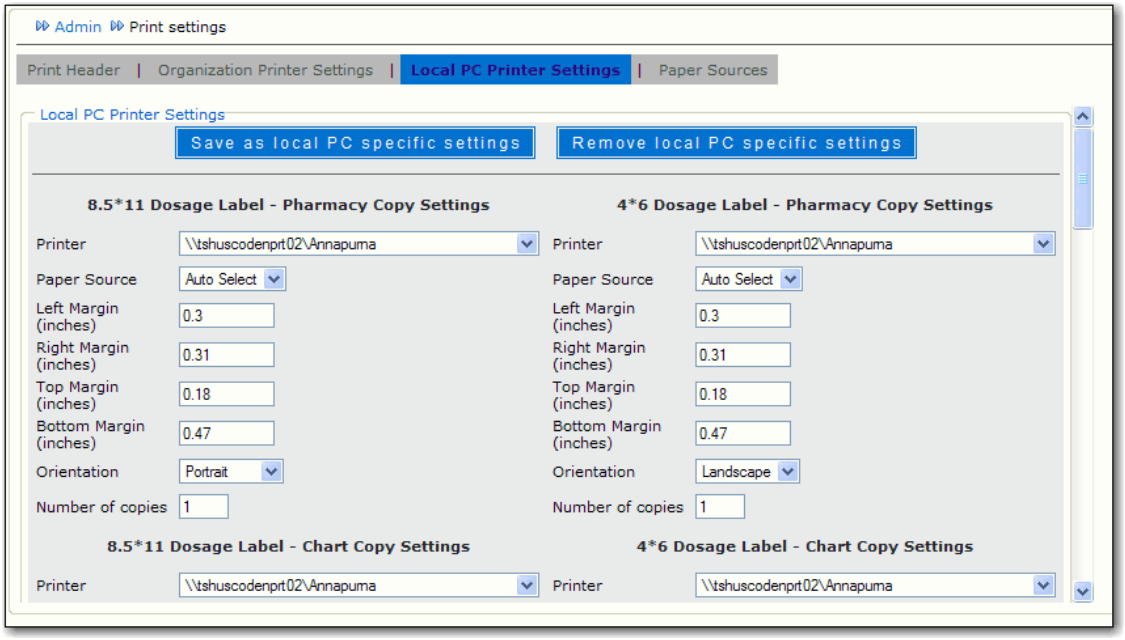
These settings will apply to all printers to which the application can print, but can be overridden by Local PC Printer settings.

The Help Information box on the right side of the page provides recommendations on margins and other printer settings to aid you in configuring the settings.

© 2015 Truven Health Analytics Inc.

Local PC Printer Settings

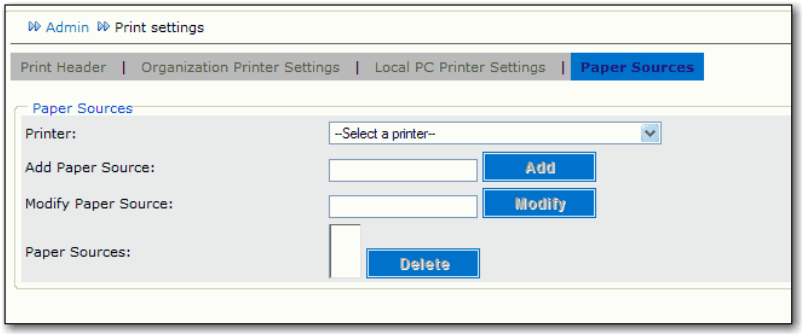
The *Local PC Printer Settings* page appears identical to the *Organization Printer Settings* page. The difference in the two sets of printer settings is that the local PC printer settings can be used to override the organizational settings. Local settings are associated with a local workstation and the user's account that accesses the workstation. When local PC settings are established, they can be used when the same user accesses the same workstation in the future.



If no local PC specific setting have been saved, the organizational printer settings are automatically populated into the appropriate fields for the local computer. Make any necessary changes, and then click the **Save as local PC** specific settings button to save your changes. Click the **Remove local PC specific settings** to return to the organizational printer settings.

Paper Sources

Your facility may print on multiple paper sources, such as regular paper and labels. This page provides the ability to designate which printer tray should be used for each paper source.



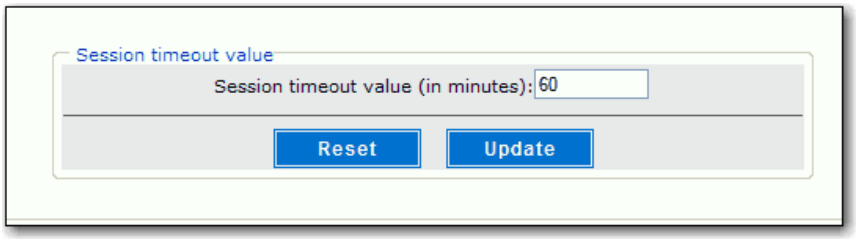
© 2015 Truven Health Analytics Inc.

From the Printer drop-down menu, select the printer with which you want to work. Next, add, modify, or delete a paper source.

TIME OUT

The *Time Out* page provides the ability to designate how long a work station can be idle before the application session expires and the user must log in again. The default session time out value is 60 minutes.

To configure the timeout value, click on **Timeout** at the top of the page.



Enter the number of minutes that a work station can be idle before the session times out, and then click the**Update** button. A confirmation message appears.

Click the OK button. Your changes have been successfully saved.

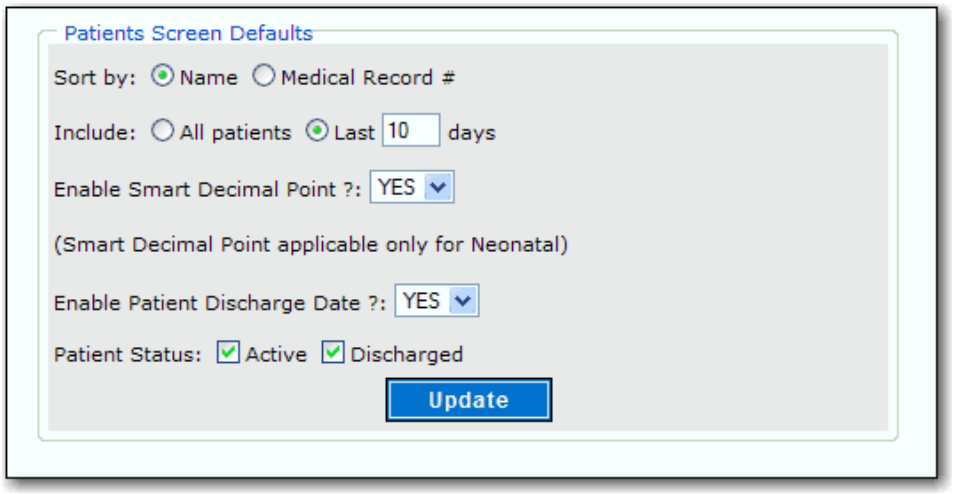
© 2015 Truven Health Analytics Inc.

PATIENTS SCREEN DEFAULTS

NOTE: This functionality only applies to Pediatrics and NeoFax® Expanded.

The *Patients Screen Defaults* page provides the ability to designate how patient records are displayed.

Click **Patients Screen Defaults** at the top of the page.



The following options are available:

- As the default, sort the list of patients by name or by medical record number
- Display all patients in the list of patients or only include those patients who have been discharged within a specified number of days
- Enable/disable smart decimal point, which prevents users from entering a patient weight greater than 10kg
- Enable/disable the discharge date field

NOTE: Even though the *Discharge Date* field must be enabled on this page, it must also be enabled for each individual user when the user account is created.

After configuring the default settings, click the **Update** button. A confirmation message appears.

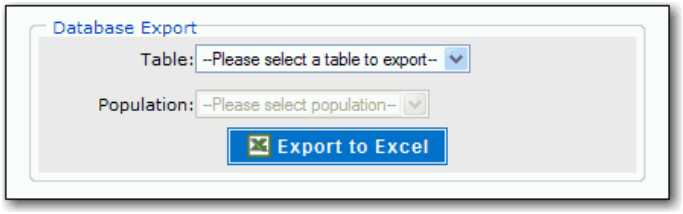
Click the **OK** button. Your settings have been successfully saved.

© 2015 Truven Health Analytics Inc.

DATABASE EXPORT

The *Database Export* page provides the ability to export certain database tables to a Microsoft® Excel® file. You can then work with the data as needed.

Click **Database Export** at the top of the page.

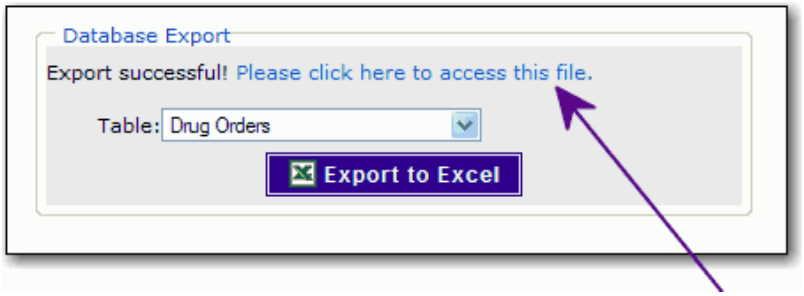


From the drop-down menu, select the database table to be exported. You will be presented with the following four options:

TABLE NAME	DESCRIPTION
Drug Orders	The Drug Orders table contains the following information: OrderID; PatientID and patient information; PhysicianID and user information; drug and order information, including Inactive Date/Time.
PN Orders	The PN Orders table contains the following information: OrderID; PatientID and patient information; PhysicianID; details on the specific parenteral nutrition information, such as which additives were included in the solutions; last update date; cancel date; and inactive date.
Patients	The Patients table contains patient specific information. The information includes gestational age, sex, birth weight, the last weight entered for the patient, user who entered the patient, last update date, and discharge date.
Users	The Users table displays information about users, such as user name, email address, user type, and the date the user last accessed the system.

© 2015 Truven Health Analytics Inc.

If you have a subscription to both Pediatrics and NeoFax®, the **Population** drop-down menu becomes active after selecting a table. Select **NEONATAL, PEDIATRIC,** or **BOTH** from the drop-down menu, if applicable. Click the **Export to Excel** button. The page refreshes and displays a hyperlink to the Excel file that was just downloaded. Click the hyperlink to open the Excel file.



© 2015 Truven Health Analytics Inc.

PATIENTS IN USE

NOTE: This functionality only applies to Pediatrics and NeoFax® Expanded.

A patient record can only be accessed by one system user at a time. The *Patients In Use* page provides the ability to track which patient record is in use and by whom.

Click **Patients In Use** at the top of the page. All patient records in use are displayed, along with the system user who is working with the record, and the Internet Protocol (IP) address of the computer. View this information as needed.

© 2015 Truven Health Analytics Inc.

HL7 SETTINGS

NOTE: This functionality only applies to Pediatrics and NeoFax® Expanded.

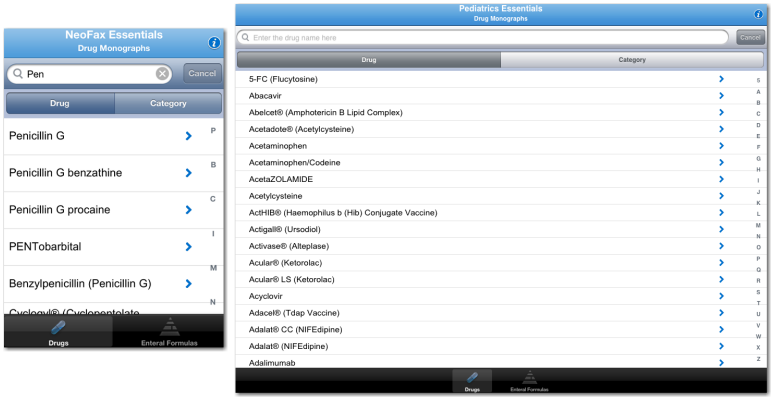
If your facility is using the Pediatrics and NeoFax HL7 service, the *HL7 Settings* page can be used to enter facility specific information in some fields in outbound OMP and RDE messages. This is usually determined by clients and Truven Health Analytics staff during the implementation process.

Edit these settings with caution.

© 2015 Truven Health Analytics Inc.

© 2015 Truven Health Analytics Inc.

CHAPTER 7: MOBILE APPS

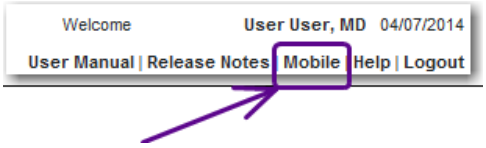


Micromedex® NeoFax® Essentials and Micromedex Pediatrics Essentials empower you with the comprehensive, evidence-based drug and enteral formula information required to treat these complex populations. These mobile apps provide reliable access to the details you need to confidently make accurate and informed treatment decisions at the point of care.

The NeoFax Essentials app for Apple devices is available for free from the iTunes® App Store for Micromedex customers who have a subscription to NeoFax. For users who are not current NeoFax customers, the app is available for a fee.

The Pediatrics Essentials app for Apple and Android™ devices is available for free from the iTunes App Store or Google Play™ store for Micromedex customers who have a subscription to Pediatrics. For users who are not current Pediatrics customers, the app is available for a fee.

Click the mobile link in the upper right corner of any Pediatrics and NeoFax® page for instructions, including passwords, on downloading and accessing the apps.



© 2015 Truven Health Analytics Inc.

© 2015 Truven Health Analytics Inc.

INDEX

A

Active 42

B

Browser 4

C

Calculators 16, 27
Code 42
compounder 38
compounding 38
Contact Information 36
Contact Us 1

D

Database Export 54
Date 38-39
Degree 42
Drug Monographs 16, 19

E

Employee ID 42
Enteral Formulas 16, 23
Export 54

G

Generic Calculators 16, 27

H

HL7 39, 57

L

Label Prepared Date 39
Locations 48
Login 15
Logo 40

M

MD5 45
Micromedex® 2.0 15
Mode 17

N

Navigation 15

O

Organization 36
Outbound 39
Outbound Drug Orders 39
Override Ranges 42

P

Password 16, 42
Patients in Use 56
Patients Screen 53
PN Orders 37
Print Settings 48

S

Search Provider 4
Smart Decimal Point 53
Support 1

T

Tabs 16
Time 38
Time Out 52
Time Zone 38

U

User Type 42
Users 41

© 2015 Truven Health Analytics Inc.